

January 21, 2003  
Park Commission Meeting Minutes

Present: Co-Chr. Suzanne Brinthaup, John Corkins (late), Sheila Dilmore, Sheila French, Rick Smith, Tom Tokar, DPW Commissioner Larry Wagner

Absent: Rocco Schiraldi

Guest: Lee Hanle Younge, Chairperson-Environmental Conservation Committee

Co.-Chr. Brinthaup called the meeting to order at 7:00 P.M.

**Pond/Lee Younge.** Lee Younge addressed the Parks Commission on matters relative to the pond in Community Park. Lee stated that on their committee they had a Hydrologist (Heather Hanson) from Corning Incorporated, who had indicated that water fluctuation is a big issue. She recommends the commission must know the depth of the pond or the geology of the immediate area—the overburden in the valley is varied and that will have an impact on the water level as will the mechanism that feeds the pond, i.e. a stream, ground water, etc. Knowing where the water comes from is a main concern. Ms. Hanson also indicated that fluctuations correspond to weather. Lee stated that Ms. Hanson suggested that the commission invest in a consultant to do some water level measurements and research any information that exists on the surrounding geology. As there are a couple of engineers in Lee's group, a couple of questions came up. The first one was why would the Park Commission want to do a study—to use the pond for a recreation area? If that is what is desired, one of the suggestions was to contact Mark Watts of the Chemung County Soil and Water Conservation District in Horseheads—they actually design ponds. Lee stated her understanding was that the service was at no cost, but because of the County's current financial situation, she wasn't sure if that was correct. Lee stated that one of the suggestions was, when the weather breaks have Mark Watts come up and look at the pond. They have the equipment to dig it out or put a liner in it or whatever the commission decides they want to do—how to design and construct the pond. Lee's group also came up with the question of liability. Lee stated this would need to be addressed with the Attorney for the Town. Another concern Lee's group came up with was water fluctuation in regard to mosquito breeding and West Nile Virus. Stagnant water, Lee stated, would breed mosquitoes. The group would be very much against ducks, geese, etc. because they are messy and also a concern for the airport flight patterns. A suggestion from the group was that wooden walkways around and possibly even over the pond and put in duck blinds, bat houses and nesting boxes so the people and school groups could enjoy the wildlife such as frogs, turtles, etc. Lee stated it could be very educational. The Sportsmen's Federation in Horseheads might be available for help, Lee stated, and her group is also very interested in helping possibly with signage and informational signs, birds, etc. A former commission member, Bill Congdon, was interested in involving the school children in something like this, Co-Chr. Brinthaup stated. Lee indicated that the Navy Reserve Center in Horseheads would also be another group that could help. They have expressed an interest in building things such as walks. The Parks Commission could provide the materials and they could do the work at no cost.

**Lee stated that they just want jobs to do when they are there. Lee indicated her group really wanted to see a walk across some of the water. Lee stated her suggestion is to first contact Mark Watts, before spending any money, to see what he can do for the commission and check liability with the Attorney.**

Tom Tokar interjected that the pond is drainage for the wetlands and directly correlates to the height of the water in the river. If the water in the river is up, the water in the pond is up. He stated it is the water table. Re-creating it Tom stated, would open up a whole can of worms. Tom stated the drainage system for the wetlands created when the county did Winters Road, is not working and is creating a stagnant pond. Tom stated that the pond is usually about 16 feet deep and at present is about 6 feet deep.

**Old Trolley Path/Harris Hill Manor.** While Lee Younge was at the Parks Commission Meeting she stated one of the members of her group lives in Harris Hill Manor and was wondering if the old trolley path could be cleaned up and mowed so that people could walk it. There are problems going on private property, etc. to clean it up Lee stated, but she said it would be of historical interest and a nice place down there to walk. The member would volunteer to help and Lee's group would give direction she stated.

**Big Flats Sign and Plantings.** Lee Young and Larry Wagner also discussed having a gate put up off Palmer Road so that access could be gained to the sign for mowing. This has been discussed with Pauline Burnes, DOT Landscape Architect. The plan was to have people come down the ramp and pull off and park and take their wheelbarrows, etc. and walk way over to the sign area. Larry stated a contract needs to be signed and he is working with them on what the contract is going to consist of.

#### **Resolution No. 01-03 Correction to December 2002 Minutes**

Resolution by: Sheila Dilmore

Seconded by: John Corkins

RESOLVE the minutes of December 17,2002 be corrected to reflect that Larry Wagner, Commissioner of the Department of Public Works is not a voting member of the Parks Commission. Carried

Ayes: Brinthaup, Corkins, French, Dilmore, Smith

Nays: None

Absent: Schiraldi

**Resolution No. 02-03  
Fee Schedule Changes**

Resolution by: Sheila Dilmore  
Seconded by: John Corkins

RESOLVE that the fees for use of the pavilions and ballfields be unchanged for the present year 2003 and left exactly as they were charged in 2002 and,

FURTHER RESOLVE that the Parks Commission ask for recommendations from the committee they appointed before making any fee changes. Carried.

Ayes: Brinthaup, Corkins, French, Dilmore, Smith  
Nays: None  
Absent: Schihraldi

**Concession Stand Leasing.** Sheila Dilmore stated that Councilperson Len Kaner suggested that due to the cost of electricity, etc. the Parks Commission consider leasing the Concession Stand to Cinderella and Little League for \$1.00 per year and let them pay the costs incurred for that season. The Parks Commission will look into this matter.

**Website Data.** Larry Wagner requested that data start to be collected for what information the Parks Commission would like to have included on the Town website. John Corkins stated he would like maps of all 14 parks and names of the Commission members responsible for each park. Also suggested were meeting dates, permits, pavilion reservations applications, restroom information, park rules and the meeting minutes. Co-Chr. Brinthaup questioned how often the website would be changed. She stated she was interested in hi-lighting special areas concerning parks such as one time the Walking Trails and something different at a later time. Larry stated that the City of Elmira's website was very good and briefly explained what was on it. A list of Parks Commission members e-mail addresses was given to Larry for his use.

**Portable Ice Rink.** Larry Wagner stated he had a chance to see a portable ice rink such as the one Rick Brown (former Parks Commission member) was interested in putting in old Community Park. He stated that it was nice and the cost was he thinks between \$4,000 and \$6,000. He further stated that "Brownie" has one up at his house on County Rte. 64.

**Walking Trail Lights.** Larry Wagner stated that everything is here for the lights and they are ready for installation when the weather breaks.

**Lions Club/Gazebo.** Co-Chr. Brinthaup stated that at the Lions Club a "feasibility study" is under way concerning a gazebo for the park.

## **2003 Project Prioritization**

1. Concession Stand (new land) Larry Wagner stated it will be done  
Tennis Courts (BF Elem. School) - They are done
2. Parking Lot
3. Rails to Trails Bridge
4. Foundation work for pavilions in new park land
5. Foundation work for permanent restrooms,
5. Foundation work for permanent concession stand
6. Adult Swings (Pine Circle, Fawn Acres, Harris Hill)
7. Pond Study (Sheila 2)
8. Fountain

**Park Plan Committee.** Co-Chr. Sue Brinthaup, Sheila Dilmore, and Rick Smith will meet Wednesday, February 29<sup>th</sup> at Sue's house to develop the plan for the pavilion area.

**New Park Land Road.** Tom Tokar questioned if the Parks Commission wanted to extend the road to meet the other spur. It was agreed to keep it as is until the pond is developed.

**Sealing for Walking Trails.** This has been approved and will be done in the Spring.

**Painting.** Tom stated Maple Shade Park still has to be painted. It could not be finished Tom stated because his people were cut.

**Mulching.** Tom stated that Fawn Acres Park has to be mulched. Sheila Dilmore will check her notebook to see if the backstop in that park was to have been removed or re-skinned. Rick Smith suggested pulling the backstop out if they don't see anyone practicing over there in April.

**Salaried Positions.** Co.-Chr. Corkins stated he had discussed with the Town Supervisor, the Parks Commission members being salaried instead of being paid monthly. Corkins stated the members should consider this and if they want to do it, make a recommendation to the Town Board. This was tabled until the next meeting.

Meeting adjourned at 8:30 p.m.

**NEXT MEETING: FEBRUARY 18, 2003 AT 7:00 P.M.**

Parks Commission Minutes  
February 18, 2003

Present: Co-Chr. Sue Brinthaup, Sheila French, Rick Smith, Tom Tokar (late), Mary Ann Balland

Absent: Co-Chr. John Corkins, Sheila Dilmore, Rocco Schiraldi, Larry Wagner, DPW Commissioner

**New Member.** Co-Chr. Sue Brinthaup advised the members present that a letter had been received from the Parks Secretary, Deanne Williams requesting to serve as a member of the Parks Commission, in addition to serving as secretary. Mrs. Williams was asked to leave the room while a vote was taken. The members present unanimously voted to recommend the Town Board appoint Deanne Williams as a member of the Parks Commission, with a term ending December 31, 2004.

Co-Chr. Brinthaup wanted to update the commission members on the plans being discussed by the committee members on what was being planned for the new park land—pavilions, parking lot, community involvement, etc.

**New Park Project.** Sue Brinthaup informed the Commission members that Larry Wagner would not be present for the meeting but stated he seems to be very much in favor of the new park project (pavilions, etc.) utilizing people in the community and has an idea for someone to oversee the project. Sue further stated that the commission needed to prove to the Town Board that it would be less expensive to do it using people in the community doing the work than the other way.

Rick Smith stated he hadn't had the time to work much on the project, but had been asked how the commission had arrived at the shape of the pavilion (octagon). Sue stated that had been selected the Park Commission members a couple of years ago because it was different and not just a basic rectangle. Sheila French stated she also thought it melds with the existing structures in the old Community Park area.

One of the things being discussed was the parking lot. Sue Brinthaup stated it would be moved across from the green area and the plan is to keep the green area open. **Tom Tokar will check in the Building Inspector's office to see about the number of cars that can be put in the parking lot.** Sue pointed out on the drawing, where the three pavilions were to be located and their arrangement. The bathrooms location was also pointed out. A storage shed is also being considered. Having the Lions Club build a gazebo in the Tranquil Garden is still under consideration. Co-Chr. Brinthaup will keep the commission informed as to whether or not that will become a reality. The Parks Commission members are in agreement that a gazebo would be very nice. It could be used as a bandstand and maybe raise some money for the park, Mary Ann Balland stated. Possibly Community Days or another organization could build a gazebo, Mary Ann Balland suggested.

**Extending Registro Way through the park as another way to exit was discussed. Mary Ann Balland stated she was going to ask the attorney if a town road could connect with a county road. Sheila French stated she didn't think the road could be extended as it would interfere with the wetlands. This will be checked looked into, Sue Brinthaup stated.**

Co-Chr. Brinthaup stated that the committee had discussed finding somewhere to get the pavilions built. Buying them from Polygon Corp. is very "pricey" Rick Smith stated. Mary Ann Balland suggested that possibly Community days could help as they are in need of a project. There is also a lot of groundwork and concrete work to be done Rick Smith stated. Mary Ann Balland suggested the Naval Reserve unit be considered for help with the ground work. There are the Gaylord men, Jim Cleary, and John Savino for concrete work.

Sheila French stated that brick paths were being discussed, with the community purchasing the bricks.

Supervisor Balland informed the Parks Commission that the Town has made the down payment of \$72,000 on the Hungerford property.

Co-Chr. Brinthaup questioned if something should be written up stating what the steps are and what the commission has in mind for the future to be presented to Community Days in order to advance the project. **Mary Ann suggested Larry Wagner be asked to make a PowerPoint presentation** which could be used to present to Community Days, Town Board or anyone the commission wants to present it to.

Rick Smith asked if there was anyone in the community who could sketch up a concept plan using the drawing the commission now has. Chris Thorborg, Jay Barker were names that were suggested. Rick stated there were CAD (computer assisted drawing) programs available. Christopher Dean and Todd Gardner were suggested as people who know CAD. Christopher Dean does CAD and also understands construction Mary Ann stated. It was suggested that Deanne Williams call Christopher and invite him to **the next committee meeting on Tuesday March 4<sup>th</sup> at 7:00 p.m. at Susie's house.** In the meantime, Rick Smith will be checking pricing for the pavilions, Tom Tokar will check with the Corps of Engineers and get Larry to do the PowerPoint presentation. All members will try to think of someone to oversee the whole project. Rick stated a professional engineer should be used to do the buildings. The idea of putting brick or stone trim on the pavilions was discussed. Tom Tokar felt would really add to the appearance—give it a vintage look. Tom also stated the commission needed to consider if concrete base is to be sloped, if all three pavilions are to be on one slab, etc., because there may be need for a grate to be installed in the middle of each of them so water can run off when the parks crew washes them down. Tom also suggested seeing if Vulcraft in Sayre manufactured steel buildings. Mary Ann stated George Miner would know.

Mary Ann Balland asked the commission if they would be ready to make the presentation in June or July for the Town Board Workshop Meeting. Co-Chr. Brinthaup said that she believed they might be ready by then. Co-Chr. Brinthaup reiterated Larry Wagner is in favor of the new project, in fact he would like to put up all three pavilions, and will be helping to move the project forward.

**Drywell.** Tom Tokar stated that the drywell near the Walking Trails needs to be put in this year.

**Skating Rink.** Rick Smith suggested putting a skating rink in the wetlands in the park. as the area can't be used for much of anything else.

**Frisbie Golf.** Tom Tokar told the commission about a new idea—putting in a Frisbie Golf game area in the park and briefly explained the game which he had seen the at Denison Park. Tom will obtain the information for the commission to consider.

A motion was made by Co-Chr. Brinthaup, seconded by Rick Smith to adjourn. Motion carried with all members voting aye. Meeting adjourned at 8:15 p.m.

Parks Commission Minutes  
March 18, 2003

Present: Co-Chr. Sue Brinthaup, Co-Chr. John Corkins, Sheila Dilmore, Rick Smith, Deanne Williams, Tom Tokar, DPW Commissioner Larry Wagner, Town Supervisor Mary Ann Balland

Absent: Sheila French, Rocco Schiraldi

Guest: Ed Bower

The meeting was called to order at 7:00 p.m. by Co-Chr. Brinthaup.

**Guest.** DPW Commissioner Larry Wagner introduced Mr. Ed Bower to the Commission members. Mr. Bower is considering overseeing the volunteers on the pavilion project in the new park land. The project was explained to Mr. Bower while he looked at pictures of the type of pavilion the Commission was interested in having built.

**Committee Report.** Co-Chr. Brinthaup brought the members present up to date on what was being accomplished by the Pavilion Project Committee and the use of community volunteers.

**Pavilion Project.** Larry Wagner wondered if the plans could be purchased somewhere. Rick Smith presented information to the Commission on prices he had obtained from Cedar Forest Products.

30 ft. diameter pavilion - \$13,000 (freight \$1700)

60 ft. diameter pavilion - \$40,600

Rick stated that the prices from Polygon were more expensive. After much discussion, the general consensus of the Parks Commission members present was that they would prefer one 60 ft. diameter and two 45 ft. diameter octagon shaped wooden structures for the pavilions.

**Resolution No. 03-03  
Cedar Forest Products Pavilion Recommended**

Resolution by: Sue Brinthaup

Seconded by: Sheila Dilmore

RESOLVE the Parks Commission recommends to the Commissioner of the Department of Public Works, the purchase of one Cedar Forest Products 60 ft. diameter octagon shaped pavilion, or equivalent and,

FURTHER RESOLVE that site work be started at the earliest possible date.

Ayes: Brinthaup, Corkins, Williams, Smith, Dilmore

Nays: None

Absent: French, Schiraldi



Tom Tokar stated he had contacted the Reserve Center to see if they would be interested in helping with the pavilion project and was told they do nothing out in the community; however, the person he contacted at the Armory stated he would like to keep his people busy on weekends in the summer. They would need a site plan and several letters would need to be written to people in charge, so that permission can be granted for them to work, Tom stated.

Mr. Bower stated he may know someone who could draw up a site plan for the Parks Commission. He will check with the person, and get back to Larry Wagner.

Co-Chr. Brinthaup stated that Christopher Dean was looking for aerial photos of the park area. Larry will check with the County to see if these are available.

**Park Commission Time Line.** The pavilion committee submitted a time line for the Parks Commission to use. Co-Chr. Brinthaup stated this pavilion project has to be advertised in the newspaper and if there are no objections, it is a go, and that a PowerPoint presentation was not needed for the May 28<sup>th</sup> Town Board Meeting but could just be done verbally. This was crossed off the time line. Added to the time line was: **A resolution requesting the expenditure of Capital Fund money for the pavilion project is needed for the May 14<sup>th</sup> Work Shop Meeting of the Town Board.**

**Community Days Display.** Co-Chr. Brinthaup explained that the pavilion committee had discussed putting together a display using Chris Dean's drawing of the park plan he is doing for the committee so that it could be displayed during Community Days to inform the public as to the future plans for the park and asking for volunteer help. Co-Chr. Brinthaup stressed that the display cannot be put up until there is Town Board approval for the pavilion project.

Co-Chr. Corkins stated he would like to see advertising for the project go out in the letters which the Community Days Committee sends to the community the first of May. Co-Chr. Brinthaup stated that how it was "worded" in the advertising would be of utmost importance and she would hate to see it come out in print before anything has been approved. Co-Chr. Corkins stated he could check with Larry Wagner and Attorney Reed as to the wording. Sheila Dilmore pointed out that the time line was just to let the Parks Commission members know what was going on and that the Community Days letter would be premature because the Parks Commission won't know if they have Town Board approval for the project by the first of May. Co-Chr. Brinthaup stated she agreed. Larry Wagner stated that maybe using a copy of the park plan Chris Dean is working on could be used stating this is the Parks Commission vision of the park-our goal is to work toward building these buildings (pavilions) but yet the Parks Commission would not be committing themselves -- it is a goal they are working toward. Co-Chr. Brinthaup stated that the Community Days Committee has wanted something from the Parks Commission for a couple of years indicating what the parks need. Co-Chr. Corkins agreed that the Community Days Committee would like to see the Parks Commission list of goals.

**Disc Golf.** Tom Tokar presented additional information concerning “frisbie golf” which he obtained from Paul Thomas of the Corning Chamber of Commerce. The information included prices for frisbie golf goals. Tom stated that Mr. Thomas has played frisbie golf for ten years and has a group of 25-30 people who travel the country playing. Some local people asked Tom about starting it in the park. The cost, Tom stated, is minimal entailing clearing a few trees and some scrub. The cost would be about \$3500 for 9 holes (baskets). Mr. Thomas has been out to the park about 3 times looking at it from the telephone pole back, so there would be no impact on the active part of the park. Mr. Thomas indicated not only would it make a great 9 holes but 18 and possibly 27. It could draw people from as far away as Virginia, and Ohio. Tom further stated that people are making a living off doing these -- there are four companies which only make frisbie golf frisbies. Tom stated that tournaments are set up, they go into schools and teach the kids how to do it, they set up competitions and half the proceeds go back into developing their course. The game can be played year-round, Tom stated. Accuracy not distance is the big thing; the longest throw at present is 811 ft.—it can be over the water, under the trees, through the trails, everywhere. Mr. Thomas would like a copy of Chris Dean’s overlay for purposes of setting up, if the Parks Commission is interested in pursuing the project, and Mr. Thomas will be glad to come down and help set up. Tom stated that any money left over after having a competition could go back into the park (possibly through Community Days).

After lengthy discussion it was decided by the Commission that Larry Wagner will look at the budget to see if it’s feasible to pursue the frisbie golf project.

Mr. Thomas can bring some portable units to demonstrate the game to the Parks Commission members if they are interested, Tom stated.

**Co-Chr. Brinthaup asked Tom to invite Mr. Thomas to the April 15<sup>th</sup> Parks Meeting at 6:00 p.m. at the new park land (near the Concession Stand).**

**Rails to Trails Bridge.** Tom stated he met with the girl from Echo Bridge last night and he thought they had discussed expanded metal – yellow pine or expanded metal would be the same price. Tom further stated that on Saturday he had the Jaws kids clearing the Rails to Trails bridge area. Tom needs instruction as to exactly what area is entailed—what the Town owns as far as a border.

**Parks Commission Position.** Co-Chr. Brinthaup stated she has a letter from Jeff Nickerson stating his interest in becoming a member of the Parks Commission. Co-Chr. Corkins questioned what limits the Parks Commission to just seven members. **Co-Chr. Brinthaup will research that question and get back to Co-Chr. Corkins.** This matter was tabled; however, Co-Chr. Brinthaup stated she would hold Mr. Nickerson’s letter until an opening becomes available or a decision is made that there can be more than seven people on the Commission. **Co-Chr. Brinthaup will call Mr. Nickerson.**

**Pond Pavilion.** Tom stated he had been approached by several people about a pavilion being put near the pond, and provided an estimate from Chase Pitkin of \$ 918.47 for a small 12 x 16 pavilion if the Commission is interested in pursuing constructing a pavilion for the pond area.

**Lions Club.** Co-Chr. Brinthaup stated that the Lions Club would like to come to a Parks Commission meeting and discuss the feasibility of a band stand in the old park land.

## **2003 2003 PARK ASSIGNMENTS**

Barnes Hill Park	Sue Brinthaup
Bottcher's Landing	Rick Smith
Community Park & Comm. Park Ext.	Sheila French & Sheila Dilmore
Fawn Acres Park	Sheila Dilmore
Golden Glow Park	Jeff Nickerson
Harris Hill Manor Park	Jeff Nickerson
Henry Minier Park & Boat Launch	Deanne Williams
Hibbard Road Park	Sheila Dilmore
Hillview Park	Sue Brinthaup
Maple Shade Park	Sue Brinthaup
Pine Circle Park	John Corkins
Ponderosa Park	John Corkins
Reynolds Park	Deanne Williams
Somerset Park	Sheila Dilmore
Lowe Pond	Rick Smith

A motion was made by Sheila Dilmore, seconded by John Corkins to adjourn the meeting. Meeting adjourned at 9:00 p.m.

**NEXT MEETING IS APRIL 15, 2003 AT 6:00 P.M.**  
**NEAR THE CONCESSION STAND IN NEW PARK**

Parks Commission Minutes  
April 15, 2003

Present: Co-Chr. Suzanne Brinthaup, Co-Chr. John Corkins, Sheila Dilmore, Sheila French, Deanne Williams, DPW Commissioner Larry Wagner, Town Supervisor Mary Ann Balland, Tom Tokar

Absent: Rick Smith, Rocco Schiraldi

Guests: Lions Club Members at 7:30 p.m. – Merrill Lynn, Marshall Updike,  
Don Williams and Al Draht

The Parks Commission members met at 6:00 p.m. at Community Park Extension for a demonstration of “Frisbie Golf” arranged by Paul Thomas and Hank Frost from Corning, New York.

At 7:00 p.m. the Parks Commission returned to the Town Hall. The meeting was called to order at 7:10 p.m. by Co-Chr. Brinthaup.

**Correspondence.**

A memo dated April 11, 2003 was received from Suzanne Brinthaup resigning her position as Co-Chair of the Big Flats Parks Commission, effective April 11, 2003, but continuing as a member of the Commission until the end of her term.

An invitation was received for a demonstration of the new Town of Big Flats Website on Wednesday, April 23<sup>rd</sup> at 6:30 p.m. at the Town Hall.

**Resolution No. 04-03  
Frisbie Golf Set-Up Recommended**

Resolution by: Brinthaup  
Seconded by: Dilmore

RESOLVE the Parks Commission Secretary send a letter to the Community Days Committee recommending a Frisbie Golf set-up be placed in the new park which is a true-life setting, during the 2003 Community Days event.

CARRIED: Ayes: Dilmore, French, Williams, Brinthaup, Corkins  
Nays: None  
Absent: Smith, Schiraldi

A motion was made by Co-Chr. Brinthaup, seconded by Sheila Dilmore to amend the March 18, 2003 minutes to remove Jeff Nickerson’s name from the list of members. All members present voting aye, motion CARRIED.

A motion was made by Sheila Dilmore, seconded by Deanne Williams to accept Co-Chr. Brinthaup's letter of resignation and send it to the Town Board for their recommendation. All members present voting aye, motion CARRIED.

**Lions Club Signature Project.** Members of the Lion's Club attended the Parks Commission meeting and indicated their group would like to do something worthwhile in Community Park as a signature project. There was discussion of what the Parks Commission envisioned for the park, i.e., a band stand, pergola, gazebo. The Parks Commission concurred that a signature project done by the Lions Club would be very welcome.

**Discussion.** There was discussion by the Parks Commission regarding: 1.) use of Cinderella, Soccer, and Little League Fields, 2.) fee schedules, 3.) golf nets, 4.) installation of park lights, and 5.) sealing the walking path.

There being no further business to come before the Parks Commission, Co.Chr. Corkins adjourned the meeting at 8:45 p.m.

**NEXT MEETING: MAY 20<sup>TH</sup> AT 6:00 P.M. - TOWN  
HALL PARKING LOT  
(annual PARKS TOUR)**

Parks Commission Minutes  
May 20, 2003

Present: Chr. John Corkins, Sheila Dilmore, Sheila French, Rick Smith, Deanne Williams, DPW Commissioner Larry Wagner, Town Supervisor Mary Ann Balland, Town Board Liaison Judith Zimmerman

Absent: Sue Brinthaup, Tom Tokar

DPW Commissioner Larry Wagner met with the members in the Parking Lot of the Town Hall for a brief discussion before starting the Parks Tour.

Larry stated he had received a letter dated May 2, 2003 from Lorelee Mattison of the Big Flats Little League. The letter requests a bench installation between the Major outfield and the batting cages in a position facing the Major field. The bench installation would be a memorialization of Little League Coach Jeff Manciocchi who passed away on March 14, 2003. As the letter requested the plaque read "Dedicated by" instead of "Donated by", which the Parks Commission prefers, Sheila Dilmore stated she would call Lorelee Mattison to discuss the wording for the plaque.

**Resolution No. 05-03  
Little League Park Bench Approved**

Resolution by: Sheila Dilmore

Seconded by: Sheila French

RESOLVE that Little League be authorized to purchase a park bench to be placed under the new trees between the Major outfield and the batting cages in a position facing the Major Field and,

FURTHER RESOLVE that the plaque on the bench read "Donated by Big Flats Little League In Memory of Coach Jeff Manciocchi 1954-2003".

CARRIED: Ayes: French, Williams, Dilmore, Smith

Nays: None

Absent:

Larry stated he has received a request to tap into the electric in Jacobus Pavilion for a reunion in July. As this has not been requested before, Rick Smith and Larry Wagner will check into this request.

Larry Wagner informed the commission that Rocco Schiraldi's resignation as a member of the Parks Commission has been received and accepted by the Town Board. (TB Minutes of May 14, 2003).

The nets at the driving range near Minier Field have been put up Larry Wagner informed the commission members.

**Frisbee Golf** was briefly discussed and a final decision has been tabled.

**CVSA Soccer Field Use.** Larry Wagner informed the commission members that he and Mary Ann Balland met with John Tokar and Julie Carson concerning CVSA soccer field needs. It was suggested that putting a field at TAB Church is a possibility for solving the problem.

### **ANNUAL PARKS TOUR**

#### **Community Park**

Hand weeding is needed for the bushes near the Concession Stand

Planters need to be filled

New mulch needs to be put down

The sign at the Main Street entrance to park needs to be fixed and straightened

Small pavilion by the road needs painting and roof power-washed

All tables need to be power-washed before Community Days

The American Flag needs to be replaced

#### **Community Park Extension**

Finish coating the Walking Path

Repair crumbling edges of Walking Path near Field #2

Planters are being used to dispose of “doggy do”

Pile of dirt near Concession Stand needs to be removed

Stones around flag pole need to be removed and flowers planted

Extend blacktop patio out (8 ft.) and build a canopy from the Concession Stand out to cover patio

Tables on patio need to be painted

Dugout roof needs to be fixed

Replace dead tree

#### **Henry Minier Field**

Volleyball and soccer nets need to be replaced (should be taken down before each winter)

Replace missing tree

Stay away from trees while mowing or put down mulch under trees so mowers don't keep chipping the trees

#### **Harris Hill Park**

Basketball backboard and net need to be replaced

Metal fence needs to be removed

Picnic bench (in tree line) needs to be removed

### **Golden Glow Park**

Several teenagers were in the park and we asked what the Parks Commission could do to improve their park. Their suggestions:

Replace the basket ball nets

Install single rims on the backboards instead of the double rims

Paint lines on the basketball court so it looks like a court

Outline a “real” baseball field and have fences and backstops, etc.

Put more picnic tables and benches in park

More lights near basketball court or aim the one that is there toward the court  
(when it is dark or dusky, they can’t see to play)

Mow the park more often

Replace the slide and install new swings

Put up a sign with the park name closer to the road so people will know it’s there

**NEXT MEETING: JUNE 17<sup>TH</sup> AT 6:00 at Town  
Hall to finish Parks Tour**



## Parks Commission Minutes

June 17, 2003

Present: Chr. John Corkins, Sheila Dilmore, Sheila French, Deanne Williams,  
Suzanne Brinthaup, DPW Commissioner Larry Wagner, Town Supervisor  
Mary Ann Balland

Absent: Rick Smith, Tom Tokar

Larry Wagner, DPW Commissioner met with the members in the parking lot of the Town Hall at 6:00 p.m. prior to beginning the remainder of the parks tour. There was brief discussion concerning filling the vacancy on the Parks Commission. Supervisor Balland indicated that the Town Board requests two names of persons interested in filling the vacancy.

Minutes. The May 20, 2003 minutes, Resolution No. 05-03, needs to be amended to reflect that Suzanne Brinthaup was absent.

### **Pine Circle Park**

The odd metal pole near the tennis court needs to be removed  
A swinging bench needs to be placed in between the two trees  
Nets need to be put up on the basketball court  
Climber needs to be painted a primary color  
The dirt pile needs to be smoothed out or hauled out  
A stationery bench needs to be placed near the swing set  
Any rusty chains on swings need to be replaced

### **Barnes Hill Park**

Weed whacking needs to be done back further around the edge of the park  
Mulch is needed under the teeter-totter  
Any rusty chains on swings need to be replaced

### **Ponderosa Park**

This park is OK, but any rusty chains on swings should be replaced

### **Maple Shade Park**

Eyeballs need to be replaced on the "worm" and it needs to be painted a primary color  
The "pelican" needs to be painted  
The large hole near the pelican needs to be filled in  
One regular swing needs to be taken off and replaced with a baby swing  
Any rusty chains on swings need to be replaced

### **Reynolds Park**

A sign is needed at the walk-in entrance to the park  
The sign for the pavilion needs to be mounted  
A bench or swinging bench is needed  
The garbage barrel needs to be replaced  
Any rusty chains on swings need to be replaced

**Hillview Park**

A park sign on the pavilion and one out in the front of park is needed

Paint toys primary colors

Slide needs to be repaired at the top (bolts are missing)

The “pelican” needs to be painted

A new roof is needed for the pavilion

Rusty chains on swings need to be replaced

The two large holes need to be filled in, and also the one north of the basketball court

Pole needs to be set back up on the braces for the parking lot

**Fawn Acres Park**

Needs a small pavilion in the future

Needs a new sign

The bush near the sign needs to be trimmed back

MULCH needs to be put down—there isn’t any

A swinging bench needs to be installed

A slide is needed

Any rusty chains on swings need to be replaced

A motion was made by Chr. Corkins, seconded by Sheila Dilmore to adjourn the meeting. All members present voting aye, meeting adjourned at 7:45 p.m.

**NEXT MEETING:****7:00 P.M., JULY 15, 2003 AT TOWN HALL**

July 15, 2003  
Parks Commission Minutes

Present: Chairperson John Corkins, Sue Brinthaupt, Sheila Dilmore, Rick Smith, Deanne Williams, DPW Commissioner Larry Wagner, Supervisor Mary Ann Balland

Absent: Sheila French, Tom Tokar

Chairperson Corkins called the meeting to order at 7:00 p.m.

Brief discussion was held concerning what work had been done in the parks since the last meeting.

**Fawn Acres Park.** Sheila Dilmore stated that mulch had been put down in the park, but there was no swinging bench as yet.

**Community Park Ext.** Larry Wagner advised the commission members present that the lights for the Walking Trails would be installed the first week in August.

Bricking is being considered for the posts of the signs.

An e-mail was received by Larry from Mr. & Mrs. Iocco indicating the planter they had purchased needs to have a plaque put on it.

**Pavilion.** Rick Smith reminded the commission members present that July and August had been the months that community involvement was supposed to be worked on per the Time Line the Parks Commission had previously drawn up.

John Corkins will contact Mr. Bower and his son-in-law to see where they stand. John Corkins will go to Lowe's, Chase Pitkin, Home Depot and Horseheads Do-It Center to price materials for construction of the new octagonal pavilion and pad. (Rick Smith gave John a brochure with a picture of the pavilion the Parks Commission wants to have constructed).

**Cinderella Beer League.** Larry Wagner stated he had met with the President and Vice President of the Cinderella League concerning the Beer League. He indicated that Jeff Nickerson had come in to meet with him and Mary Ann Balland and that Jeff clearly understands that permits and insurance are needed.

**Tree Pruning.** Discussing was held about pruning the trees and trimming the grass around them in the new park. It was suggested that perhaps the Lion's Club could be of some assistance with this matter.

**Community Park.** Larry Wagner advised that the Little League had All-Star games in Community Park. A Little League official inspected the fields and on the Major field,

any fencing with prongs on top/bottom had to be replaced. Larry indicated the fencing had been quickly replaced.

**Safety Concerns.** Sheila Dilmore stated that Sheila French had asked her to check to see if the safety concerns in Community Park had been addressed. Sheila Dilmore also questioned why the equipment in Community Park had not been painted with primary colors.

**Pine Circle Park.** Sheila Dilmore indicated that the dead branch in the tree needs to be removed.

**Pioneer Cemetery.** Sheila Dilmore stated that the flower bed in the cemetery needs to be weeded.

**Vacancy.** Brief discussion was held concerning the vacancy on the Parks Commission. Larry Wagner indicated there was a person near Harris Hill Park who was interested and Rick Smith will contact another person he knows. New potential members should be invited to the next meeting for the group to meet.

**Agenda Items.** *Chairperson John Corkins will be putting together an agenda for the meetings. If anyone has something they want on the agenda, e-mail it to John by the Friday before the meeting at [corksland@aol.com](mailto:corksland@aol.com) ..*

A motion was made by Chairperson Corkins, seconded by Sheila Dilmore to adjourn the meeting. Motion carried with all members present voting aye. Meeting adjourned at 8:30 p.m.

**NEXT MEETING: AUGUST 19, 2003 at 7:00 P.M. at  
Town Hall**

August 19, 2003  
Parks Commission Minutes

Present: Chairperson John Corkins, Sheila French, Sheila Dilmore, Deanne Williams, Rick Smith, DPW Commissioner Larry Wagner

Absent: Tom Tokar

Guest: Beth Dunning

Chairperson Corkins called the meeting to order at 7:00 P.M.

**Parks Tour Recommendations:**

DPW Commissioner Larry Wagner reported the following:

**Pine Circle Park.** The old metal pole has been pulled, the nets on the basketball court are up, there has not been an adult swing placed there, and no painting has been done.

**Maple Shade Park.** The pelican has been painted, the large hole filled in, and the rusty chains are replaced if they are truly rusted; however, none have been replaced as yet. Sheila Dilmore suggested maybe some plastic hose could be put over the chains to keep them from rusting.

**Reynolds Park.** The garbage barrel has been replaced, the pavilion sign is not up nor is the walk-in entrance sign. Larry stated there are actually three entrances to Reynolds Park-- one entrance is down the side of a resident's yard. This access to the park should not be given up and it should be marked.

**Hillview Park.** The slide has been fixed with new bolts put in, the two holes have been filled in, the pelican has been painted and the pole near the parking lot has been put back up (drilled and a big pin put in it.)

**Fawn Acres Park.** The brush near the sign has been trimmed back, the mulch has been put in. The residents have told Tom they don't want a pavilion. It was suggested that the residents should be asked to see what they would like in that park.

Chairperson Corkins suggested that all commission members should check their parks to see what is left to be done or if everything has been done that needs to be.

**Community Park.** Sheila French reported that the two sets of bleachers are standing up on end where the parks crew have mowed and did not put them back down—and it should really be done immediately. The climber needs attention—the spiral that kids climb up on needs to be screwed into the pole. Mulch is needed under the swings. Sheila French suggested that the mulch be raked back under the swings whenever the parks crew finishes mowing any park.

**Community Park Extension.** Sheila French suggested that the mower be checked because the cut is very uneven and there may be a problem with the mower or the blade.

Sue Brinthaup asked why the lights on the Walking Trails are two different colors. Larry indicated that is because they are two different kinds of lights. One is sodium vapor (NYSEG ) and the other is metal halite (we purchased). The white ones are brighter and put out more light and are less wattage. They are different types of bulbs. Larry indicated that we saved between \$15,000 to \$20,000 by doing it ourselves. The lights cost a little over \$9,000. Larry had an estimate of \$33,000. Larry also explained how the lights are hooked up (a timer is set and all the lights will come on, and will go off at midnight which will also save money.

Sheila Dilmore stated the second light from Tag's on Route 352 needs to have the head straightened as it is tilted.

**Park Commission Vacancy.** Beth Dunning of 22 Manor Circle, Elmira, NY 14903 attended the meeting and will submit a letter of interest in being appointed as a member of the Parks Commission.

**Octagonal Pavilions.** John Corkins stated he visited Chase Pitkin and was told they don't know how to do it and Lowe's indicated one 60 ft. and two 40 ft. pavilions would cost roughly \$6,000 for materials. (6 x 6 unlaminated poles, regular roofing, plywood roof, no tongue and groove). The consensus of the members of the Parks Commission was to have architectural shingles, plywood with cedar tongue and groove inside. John will check with Lowe's about these decisions. John will also see if Lowe's has any pavilion building plans available or if they know anyone who could design this pavilion. Larry stated the next move would be to get an engineer design—someplace to build from. Sheila Dilmore will check with a person she knows at Elmira Structures about doing a design for the pavilion.

**Budget.** Sheila French would like a couple of adult swinging benches purchased to be placed in Community Park near the kids equipment so you could sit down while watching the kids play.

**John Corkins suggested each member check their parks to see if any equipment, etc. is needed.**

Sheila Dilmore stated that in the Tranquil Garden there is an old red bench and that is where the Hillview Church bench should be placed.

Sheila French questioned if there was money in this 2003 budget to purchase flowers such as mums to be put in the planters for Fall. Possibly Tom could pick some up from Chase Pitkin. Sheila indicated there are some empty planters which people are throwing trash in. These planters need to be emptied and flowers planted in them.

Beth Dunning expressed interest in getting new equipment such as a climbing toy with a slide for the park in Harris Hill Manor and a bench needs to be placed there. Sue Brinthaup requested that Larry put money in the 2004 budget for equipment for this park.

Discussion was held concerning servicing the pavilions in Community Park. Garbage cans need to be dumped more frequently and the tables washed off. It was stated that people are paying to use the pavilions and the pavilions should be serviced better.

**Lacrosse.** Larry stated that Lacrosse expressed interest in reserving a soccer field. It was suggested that all teams should submit their schedules to Larry so it would be known when the fields are being used.

**Pruning Party.** Members of the Parks Commission will meet at 4:00 P.M. on Monday in Community Park to trim and prune.

**Resolution 06-03  
Vacancy Appointment Recommendation**

Resolution by: Dilmore

Seconded by: Smith

RESOLVE the Parks Commission requests Larry Wagner, DPW Commissioner, recommend to the Town Board the appointment of Beth Dunning, 22 Manor Circle, Elmira, NY 14903 as a member of the Parks Commission to fill the unexpired term of Rocco Schiraldi with a term ending December 31, 2006.

CARRIED: Ayes: Corkins, Brinthaup, Dilmore, French, Smith, Williams  
Nays: None

A motion was made by Chairperson Corkins, seconded by Sheila Dilmore to adjourn the meeting. Motion carried with all members voting aye. Meeting adjourned at 8:30 P.M.

**NEXT MEETING: SEPTEMBER 16, 2003 AT  
7:00 P.M. AT TOWN HALL**

September 16, 2003  
Parks Commission Minutes

Present: Chairperson John Corkins, Sheila French, Sheila Dilmore, Deanne Williams,  
DPW Commissioner Larry Wagner, Town Supervisor Mary Ann Balland, Beth  
Dunning, Sue Brinthaup

Absent: Rick Smith, Tom Tokar

Guest: Councilman Leonard Kaner

The meeting was called to order at 7:05 P.M.

**Community Park Lights.** Councilman Kaner questioned 1) if it should be advertised that there was now lighting in Community Park on the Walking Trails since it was mentioned that there were no lights in an earlier article by Bill Church of the Star Gazette, and 2) if a letter should be sent thanking the Community Days committee for their generous contribution toward the lighting. After discussion it was decided that John Corkins will contact Bill Church about doing another article on the lighting and the Parks Secretary was requested to send a letter of thanks to the Community Days Committee. Supervisor Balland suggested a lighted sign might be placed in the park also thanking the Community Days Committee. Councilman Kaner also questioned why the lights had different colored bulbs. Larry Wagner explained that there are two different kinds of bulbs being used.

**Pavilions.** John Corkins informed the commission members that Lowe's is re-doing a work-up for the pavilions. Sheila Dilmore stated that she had contacted Kirk Viselmeier and he offered to help with the design. Sheila will obtain a picture of the pavilions for his use.

**Shrubs.** There was a brief discussion on the shrubs in Community Park. There was lengthy discussion regarding the parks in the community.

**Trees.** The Parks Commission members will continue trimming the trees in Community Park Extension. Mulching around the trees was discussed.

**Field Use.** Discussion was held regarding field use and the possibility of making another field for soccer and/or lacrosse use. Two locations were discussed – possibly at the TAB church on Hibbard Road or Henry Minier Park back near the river. Larry Wagner will look into these possibilities.

Field use permits were discussed and the general consensus of the commission members present was that **no more reservations for field use be accepted until after January 1, 2004.** It was suggested also that league schedules be included at the same time the permit, proof of insurance and payment are submitted.

There being no further business, Chairperson John Corkins adjourned the meeting at 8:45 P.M.



October 28, 2003  
Park Commission Minutes

Present: Chr. John Corkins, Sheila Dilmore, Sheila French, Deanne Williams, Rick Smith, Beth Dunning, DPW Commissioner Larry Wagner

Absent: Suzanne Brinthaup

The meeting was called to order at 7:04 P.M.

**Roy Subdivision Park Land.** DPW Larry Wagner reviewed a map with the Parks Commission members of the Roy Subdivision off Barnes Hill Road where a parcel of land may be dedicated to the Town for a park.

**Resolution No. 07-03**  
**Roy Subdivision Park Land Rejected**

Resolution by: Dilmore

Seconded by: French

RESOLVE that the Park Commission recommends to the Commissioner of Public Works that the park land offer in the John Roy development be rejected due to the fact that it is unusable as a park.

CARRIED: Ayes: Corkins, Dilmore, French, Williams, Smith, Dunning

Nays: None

Absent: Suzanne Brinthaup

Old Business

**Lights.** John Corkins stated he had called Bill Church of the Star Gazette concerning the fact that there are now lights in Community Park and requesting he do another article on the lighting.

**Pesticide License.** John Corkins stated he learned that his license is still valid and as a Town employee, he can be paid to do the pesticide work, but that Tom Tokar would have to retake the whole course. Larry Wagner indicated he has discussed this with Tom and he needs to get his license again.

**Oil & Stone/Community Park Extension .** The plan is to get another coat of oil and stone on the road in Community Park Extension this fall.

**Community Days.** John Corkins asked if a thank you letter had been sent from the Parks Commission to the Community Days Committee for their donation of lights along the Walking Trails. Secretary Williams stated the letter had been sent

**Octagonal Pavilion.** Sheila Dilmore stated she had talked to Kirk Vieselmeyer concerning design of the octagonal pavilion. Kirk is willing to help and indicated cost would be cut if engineered trusses were used or if the Parks Commission was willing to have a pole in the middle so everything would be distributed more evenly. Sheila stated she had discussed it with Sheila French and Sue Brinthaup, and had told Kirk to go ahead and make a design with a wooden pole in the middle of the octagonal pavilion.

The Parks tour and work update was discussed.

**Future Plans.** For the future, the Parks Commission needs to consider recommending the following:

**Community Park Extension.** Playground equipment near softball fields, extension of blacktop near Concession Stand for tables to sit on, installation of a canopy over window on Concession Stand, making all the lights on Walking Trails look the same.

**Community Park.** Putting an adult swing near the climbers.

**Pine Circle Park.** Putting in a stationary bench near the baby swings, installation of a slide.

**Reynolds Park.** Installation of a bench or stationary swing.

**Fawn Acres Park.** Poll needs to be taken to see if residents would like a pavilion and picnic table.

**Harris Hill Park.** Installation of additional playground equipment

New Business:

**Baseball Fields.** Elmira Little League called and requested the Parks Commission build a baseball field in Golden Glow Park for their use. After general discussion, it was decided that budgets are very tight at present and the Parks Commission has to concentrate on projects already in progress.

There being no further business, a motion was made by Chairman Corkins, seconded by Sheila Dilmore to adjourn the meeting. All members voting aye, the meeting adjourned at 8:30 P.M.

**NEXT MEETING: NOVEMBER 18, 2003 at 7:00  
P.M. at Town Hall**

November 18, 2003  
Parks Commission Minutes

Present: Chairman John Corkins, Sheila French, Beth Dunning, Sheila Dilmore, Rick Smith (late), DPW Commissioner Larry Wagner, Town Supervisor Mary Ann Balland

Absent: Suzanne Brinthaupt, Deanne Williams

The meeting was called to order at 7:02 P.M.

Old Business:

The Parks "work to be done" list and work update was discussed.

Discussion was held concerning dressing up the sign posts at the corner of Route 352 and Winters Road.

New Business:

None

A motion to adjourn the meeting was made by Chairman Corkins, seconded by Beth Dunning. All members voting aye, meeting adjourned at 7:35 P.M.

**NEXT MEETING: December 2, 2003 at  
7:00 P.M. at Town Hall**

December 2, 2003  
Parks Commission Minutes

Present: Chr. John Corkins, Sheila Dilmore, Sheila French, Beth Dunning,  
Deanne Williams, DPW Commissioner Larry Wagner, Town Supervisor Mary  
Ann Balland

Absent: Suzanne Brinthaupt, Rick Smith

The meeting was called to order at 7:00 P.M.

DPW Commissioner Larry Wagner gave a brief update on work in the parks  
which has been accomplished since the last meeting.

There was a brief discussion concerning a contact person for Fawn Acres Park to  
see if the residents in that area might want a pavilion and picnic table in the park.

Masonry work for the sign in Community Park Extension was discussed.

**Resolution 08-03**  
**Co-Chairpersons for 2004 Recommended**

Resolution by: French  
Seconded by: Williams

RESOLVE the Parks Commission recommends to the Department of Public  
Works Commissioner that the Town Board appoint John Corkins and Sheila  
Dilmore as Co-Chairpersons of the Parks Commission for the year 2004.

CARRIED: Ayes: French, Dilmore, Williams, Corkins, Dunning  
Nays: None  
Absent: Brinthaupt, Smith

A motion was made by Sheila Dilmore, seconded by John Corkins to adjourn the  
meeting. All members present voting aye, meeting adjourned at 8:30 P.M.

**NEXT MEETING: JANUARY 20, 2004, 7:00 P.M.**  
**AT TOWN HALL**